

Dear Parent(s)/Guardian(s):

We have the ability to enhance your child's education through the use of our own computer network and the Internet. Our computer network offers the students the ability to store and retrieve their work on any computer attached to the network. It offers access to a wide variety of educational software and better access to the computer equipment such as printers and CD-ROMS.

The Internet offers vast, diverse, and unique resources. The District's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. However, your authorization is needed before your child may use this resource.

The Internet electronically connects millions of computers throughout the world and millions of individual subscribers.

With this educational opportunity also comes *responsibility*. You and your child should read the enclosed *Authorization for Internet Access* and discuss it together. The use of inappropriate material or language, or violation of copyright laws, may result in the loss of privilege to use this resource. Remember that you are legally responsible for your child's actions.

The District takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the school setting. On an unregulated network, however, it is impossible to control all material and a user may discover inappropriate material. Ultimately, parent(s)/guardian(s) are responsible for setting and conveying the standards that their child should follow. To that end, the School District supports and respects each family's right to decide whether or not to authorize Internet access.

Please read and discuss the *Authorization for Internet Access* with your child. If you agree to allow your child to have an Internet account, sign the Authorization form and return it to the school.

Each student and his or her parent(s)/guardian(s) must sign the Authorization before being granted access to the District's Internet Connection. Please read this document carefully before signing.

All use of the Internet shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. This *Authorization* does not attempt to stat all required or proscribed behavior for users. However, some specific examples are provided. The failure of any use to follow the terms of the *Authorization of Internet Access* will result in the loss of privileges, disciplinary action, and/or appropriate legal action. The signatures at the end of this document are legally binding and indicate the party who signed has read the terms and conditions carefully and understands their significance.

TERMS & CONDITIONS:

1. **Acceptable Use:** Access to the District's Internet must be for purpose of education or research, and be consistent with the educational objectives of the District. The "System" shall include all computer hardware and software owned or operated by the District, the District electronic mail, the District web site, and the District online services and bulletin board systems. "Use of the System shall include use of or obtaining access to the System from any computer terminal whether owner or operated by the District.

Students have no expectation of privacy in their use o f the System. The District has the right to access, review, copy, delete, or disclose, as allowed by law, any message sent, received, or stored on the District's electronic mail system. The District has the right to and does monitor use of the System by students, including student's access of the Internet, as part of System maintenance and to determine whether the use is consistent with federal and state laws and District policies and guidelines.

2. **Privileges:** The use of the District's Internet is a **privilege**, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator will make all decisions regarding whether or not a user has violated this *Authorization* and may deny, revoke, or suspend access at any time; his or her decision is final.

The System, including all information and documentation contained therein is the property of the District except as otherwise provided by law.

3. **Unacceptable Use:** You are responsible for your actions and activities involving the network. Some examples of unacceptable uses are:
 - a. Engaging in activities which are not related to District educational purposes or which are contrary to the instructions from supervising District employees as to the System's use.
 - b. Using the network for any illegal activity, including violation of copyright or other contracts of transmitting any material in violation of any U.S. or State regulation or District policy or rules. This includes, but is not limited to, improper use of copyrighted material; improper use of the System to commit fraud or with the intent to commit fraud; improper use of passwords or access

- codes; or disclosing the full name, home address, or phone number of any student, District employee, or System user.
- c. Unauthorized downloading of software (games or applications), regardless of whether it is copyrighted or de-virused;
 - d. Transfer any software to or from the System without authorization from the System Administrator.
 - e. Downloading copyrighted material for other than personal use;
 - f. Using the network for private financial or commercial gain;
 - g. Wastefully using resources, such as file space;
 - h. Gaining unauthorized access to resources or entities;
 - i. Invading the privacy of individuals’
 - j. Using another user’s account password;
 - k. Posting material authored or created by another without his/her consent’
 - l. Posting anonymous messages;
 - m. Using the network for commercial or private advertising;
 - n. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, illegal, or indecent material. [“Indecent materials” are those materials which, in context, depict or describe sexual activities or organs in terms patently offensive, as measure by contemporary community standards. “Obscene materials” are those materials which, taken as a whole, appeal to the prurient interest in sex, which portray sexual conduct in a patently offensive way in which, taken as a whole, do not have any serious literary, artistic, political or scientific value.]
 - o. Disrupt the educational process, including use that is reasonably foreseeable to result in a disruption, or interfere with the rights of others at any time, either during school days or after school hours.
 - p. Disrupt or interfere with the system.
 - q. Gain unauthorized access to or vandalize the System of the technology system of any other individual or organization.
 - r. Forge or improperly alter electronic mail messages, use an account owned by another user, or disclose the user’s individual password of that of another user.
 - s. Send nuisance electronic mail or other online messages such as chain letters, pyramid schemes, or obscene, harassing or other unwelcome messages.
 - t. Conceal or misrepresent the user’s identity while using the System.
 - u. Post material on the District’s web site without the authorization of the appropriate District administrator.
 - v. Using the network while access privileges are suspended or revoked.

4. Discipline for off-site use of electronic technology which disrupts or can reasonably be expected to disrupt the school environment.

The District may discipline a student whose personal web site or other off-site activity involving electronic technology causes, or can reasonably be expected to cause, a substantial disruption of the school environment, without regard to whether that activity or disruption involved use of the District Technology System.

5. Web Sites.

Unless otherwise allowed by law, District web sites shall not display information about or photographs or works of students without written parental permission.

Any web site created by a student using the System must be part of a District-sponsored activity, or otherwise be authorized by the appropriate District administrator. All content, including links, of any web site created by a student using the System must receive prior approval by the classroom teacher or an appropriate District administrator. All contents of a web site created by a student using the System must conform to these Acceptable Use Guidelines.

6. Disclaimer.

The District makes no warranties of any kind whether express or implied for the System. The District is not responsible for any damages, incurred, including the loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions. Use of any information obtained via the System is at the user's own risk. The District is not responsible for the accuracy or quality of information obtained through the System. The District is not responsible for any user's intentional or unintentional access of material on the Internet which may be obscene, indecent, or of an inappropriate nature.

7. Security and User Reporting Duties.

Security is the System is a high priority and must be a priority for all users. Students are prohibited from sharing their log-in IDs or passwords with any other individual. Any attempt to log in as another user will result in discipline.

A user who becomes aware of any security risk or misuse of the System must immediately notify a teacher, administrator or other staff member.

8. Vandalism.

Vandalism or attempted vandalism to the System is prohibited and will result in discipline as set forth in section I. of these guidelines, and in potential legal action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. Vandalism includes, but is not limited to, downloading, uploading, or creating computer viruses.

9. Telephone Charges

The District assumes no responsibility for any unauthorized charge or fees, including telephone charges, long-distance charges, per-minute surcharges, and or equipment or line costs.

10. Network Etiquette.

You are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to, the following:

- a. Be polite. Do not become abusive in your messages to others.
- b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
- c. Do not reveal personal addresses or telephone number of other students
- d. Recognize that electronic mail (E-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- e. Do not use the network in any way that would cause network failure or disrupt its use by the other users.
- f. Consider all communication and information accessible via the network to be private property.

11. Indemnification.

The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any breach of this *Authorization*.

12. Consequences for Violations.

A student who engages in any of the prohibited acts listed about shall be subject to discipline, which may include: (1) suspension or revocation of System privileges, (2) other discipline including suspension or expulsion from school, and (3) referral to law enforcement authorities or other legal action in appropriate cases.

Misuse of the System by a student may be considered gross misconduct as that term is defined by the District Discipline Policy and rules, and a student may be subject to discipline pursuant to the Student Discipline Policy and rules. A student who believes that his/her System use privileges have been wrongfully limited may request a meeting with the building principal to review the limitation. The decision of the building principal shall be final.

Students, parent(s)/guardian(s) need only sign this *Authorization for Internet Access* once while enrolled in the School District.

I understand and will abide by the above *Authorization for Internet Access*. I further understand that should I commit any violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken. In consideration for using the District's Internet connection and having access to public networks, I hereby release the School District and its Board members, employees, and agents from any claims and damages arising from my use, or inability to use the Internet.

Date _____

Student Signature: _____

I have read the *Authorization for Internet Access*. I understand that access is design for educational purposes and that the District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for the District to restrict access to all controversial and inappropriate materials. I will hold harmless the District, its employees, agents, or Board members, for any harm caused by materials or software obtained via the network. I accept full responsibility for supervision if and when my child's use is not in a school setting. I have discussed the terms of the *Authorization* with my child. I hereby request that my child be allowed access to the District Internet.

Date: _____

Parent/Guardian Name (PLEASE PRINT): _____

Signature: _____

Web Site Photo Permission Sign Off:

Please indicate below your choice for including your child(s) picture on the District's web site. The District would never list names of students but could potentially included photographs of school events and class projects.

Yes, I give approval to use my child's picture on the District web site, but not to associate their name with the photo.

No, I do not want my child's picture to be put up on the District website.

Date: _____

Parent/Guardian Signature: _____